

Governance Sub-Committee

Washington State



Conservation
Commission

Report to Commissioners

Shana Joy, District Ops & RM Coordinator
July 15, 2021

Governance Sub-Committee Members

Sarah Spaeth, Commissioner

Jeanette Dorner, Commissioner

David Giglio, Commissioner

Carol Smith, Executive Director

Shana Joy, RM Coordinator

Alison Halpern, Policy Assistant

Sarah Groth, Fiscal Manager

Jean Fike, Puget Sound Regional Manager

Activity Update



- Met 4 times to date
- Split work into 3 sections to address
- Draft introduction today:
 - Governance & Commissioner Expectations
 - Decision Making
- Coming in September
 - Commission Meetings
 - Commissioner Compensation

Governance

Board Purpose

Governing Commitments

Board Job Description

Board Officers

Committees

Advisors to the Board



Board Purpose & Governing Commitments

The Board's purpose is to assure that the agency achieves its goals and that it operates according to its values.

The Board will govern lawfully, encourage full exploration of diverse viewpoints, act with integrity as ethical leaders...

Board Job Description → Work the Board will regularly complete.

Officers → Establishing Chair and Vice-Chair as officers. Duties of each described.

Committees → Formation of committees. Duties of Executive Committee.

Advisors → Formal recognition of advisors to the SCC.

Commissioner Expectations

- Attendance and Engagement
- Code of Conduct
- Communication & Representation
- Representing the Commission
- Ethics and Conflict of Interest
- Addressing Violations



Attendance & Engagement

Commissioners will make every effort to attend all regular and special meetings of the WSCC.

A substitute delegate may participate on behalf of ex-officio Commissioners only.

Commissioners will spend such time as may be needed in advance of the meetings ...to enable fully engaged participation

Code of Conduct

The Commissioners will conduct themselves lawfully, with integrity and high ethical standards, in order to model the behaviors expected of staff and to build constituent confidence and credibility.



Code of Conduct

Commissioners will serve the interests of the entire organization. Commissioners recognize this responsibility to the whole to be greater than:

- Any other responsibility a Commissioner may have as a member; and
- Ties based upon membership on other boards or staffs.

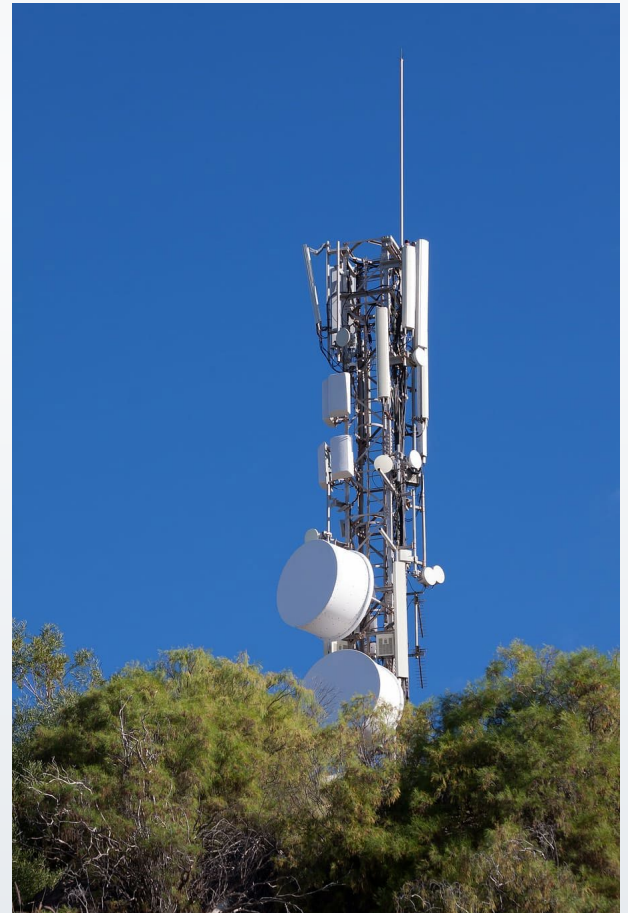
Code of Conduct

Commissioners will not:

- *attempt to exercise individual authority over the agency or staff*
- *will not publicly express individual negative judgments about Executive Director or staff performance*

Communication & Representation

Each Commissioner will strive to serve as a communication conduit with the agency, organization, group, or region of conservation districts represented.



Representing the Commission

...all Commissioners will make it very clear that while they do serve as a Commissioner, they are not speaking on behalf of, or representing the agency unless formally designated to do so by the Chair or Executive Director.

..when speaking as a Commissioner to ensure that the policies and formal positions adopted by the full Board and agency are represented accurately and are not undermined



Ethics & Conflict of Interest

All Commissioners are responsible for knowing and adhering to the Ethics Act ...and for making choices that exemplify an adherence to the highest ethical standards.

Commissioners are expected to avoid conflicts of interest involving all matters considered by the Board.

Addressing Violations

Establishing a clear process to follow to address violations by Commissioners

Every attempt made to resolve the issue at the lowest possible level in the process

Removal from the Board possible for certain Commissioners

Decision Making

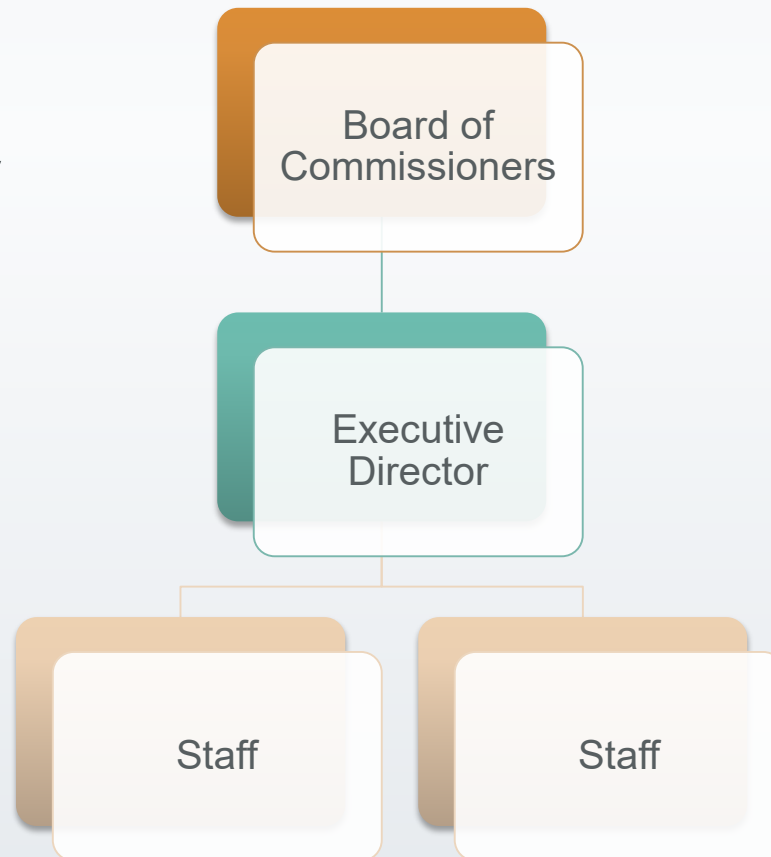
Describing how the Board will make decisions:

- ✓ Formal vote in open public meeting
- ✓ Complete and accurate information, perspectives from all sides
- ✓ Opportunity for and consideration of public comment

Decision Making

Clarifying the relationship between the Board and the Executive Director

Staff Accountability



Timeline

- Sub-committee work will continue including:
 - All staff review
 - AAG review as needed
- Accept feedback, input, suggestions from Commissioners for committee consideration – prior to August 15th please
- Consider adoption of *Governance & Commissioner Expectations* and *Decision Making* at September 16th meeting
- *Commission Meetings* and *Commissioner Compensation* introduction in September



Questions? Comments?



Thank you!

Contact:

Shana Joy

sjoy@scc.wa.gov

360.480.2078



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